

WASHINGTON PUBLIC LIBRARY
Minutes of the Regular Monthly Meeting
Library Board of Trustees
December 17, 2018

AGENDA: Reading of the Open Public Meeting Act

ROLL CALL: Terrilisa Bauknight, John Valentine, Jeanine Gleba, Ron Duryea, Scott McDonald, and Rosemarie Rosati - A quorum was present

Absent: Jacqueline Nassry, Mayor David Higgins

Also in attendance: Usha Thampi-Lukose; Library Director

The regular monthly meeting of the Washington Public Library, Board of Trustees was started by President Terrilisa Bauknight at 6:59PM.

PUBLIC HEARING: A motion was made by Jeanine Gleba and seconded by John Valentine to approve the minutes from the October 22, 2018 and November 26, 2018.

All in favor 6 ayes; 0 nays; 0 abstentions for October minutes.

All in favor 4 ayes; 0 nays; 2 abstentions (Scott McDonald and Rosemarie Rosati) for November minutes.

COMMUNICATIONS: none

John wants to discuss the email correspondence he received regarding the state legislation regarding Library Link. This will be voted on January 13th and will affect our current interlibrary loan capabilities. John requested an approval to create a flyer to “take action” “Save the LibraryLink” at checkout with patrons. John made motion Scott made second. The take action flyer should be put on the library and boro websites.

All in favor.

Also suggested that the Board send a letter to our local Assemblymen for support.

AUDIENCE:

Hearing none John Valentine made a motion to close public portion of the audience and Scott McDonald made the 2nd.

REPORTS:

1. Treasurer’s Report

Scott McDonald made motion to approve the October and November financial reports and accept the Treasurer’s report; Ron Duryea made second.

Discussion – none

Roll Call: John Valentine, Terrilisa Bauknight, Jeanine Gleba, Ron Duryea, Rosemarie Rosati and Scott McDonald

All in favor 6 ayes; 0 nays; 0 abstains

2. Director's Report

A motion was made by John Valentine to accept the October and November Director's reports Jeanine Gleba made the second.

No more discussion the motion was carried unanimously all in favor.

3. Committee Reports

a. House Committee –

7:13 Mayor David Higgins arrived

Discussion on the new carbon monoxide detector; per Mayor Higgins Tracy will call Boro Hall to get a purchase order; then Ron will pick up at Home Depot

b. Policy Committee - table till next mtg. when attorney is present

Per Jeanine Gleba Policy Committee did not get to meet in December.

OLD BUSINESS:

1. Board goals and vision - tabled

NEW BUSINESS:

1. Approval of Library Staff job descriptions - tabled
2. Friends of the Library update – Terrilisa took John's place at last meeting and Tricky Tray will be in May; will do a coupled mailing to all of the houses of worship; won't cost the friend's any \$; will ask President and Treasurer if they will continue; \$20 donation; Tricky Tray will be in Easton because of logistics;
3. Approval of Grant Funding request for Council – tabled till next meeting; brief discussion; Rosemarie will work on community survey for input
4. Board approval of 2019 budget

Scott made motion to approve 2019 budget request for Boro; John made discussion

Rosemarie which column was submitted; both were submitted

Jeanine made recommendation to approve budget before given to manager for next year.

Mayor requested updated year-to-date expenditures from 2018 budget request (Boro Budget) submitted to manager only goes to October 15th; Usha will send as close to the end of the year as possible.

Roll Call: John Valentine, Terrilisa Bauknight, Jeanine Gleba, Ron Duryea, Rosemarie Rosati and Scott McDonald (6 ayes); (0 nays), (1 abstain Mayor David Higgins)

Motion made to approve the in-house budget by Scott McDonald and Ron Duryea made the 2nd.

Roll Call: John Valentine, Terrilisa Bauknight, Ron Duryea, Rosemarie Rosati and Scott McDonald (6 ayes); (0 nays), (2 abstains Mayor David Higgins and Jeanine Gleb)

EXECUTIVE SESSION: Scott McDonald made a motion to go into Executive Session for purposes personnel issues at 7:28PM Jeanine Gleba made the second. All in favor

Jeanine Gleba made the motion to go back into public session Scott McDonald made the second.

Scott McDonald made the motion to approve Resolution 01-2018 for Wage and Benefits and Title Change for 2018-2019 Fiscal Year and John Valentine made the second.

Discussion – Rosemarie, questioned what happens if our budget is not approved. Terrilisa questioned employee name in Resolution; it should be redacted and just use new job title

Roll Call with amended changes that just shows new job title: John Valentine, Terrilisa Bauknight, Jeanine Gleba, Ron Duryea, Rosemarie Rosati and Scott McDonald (6 ayes); (0 nays); (1 abstain – Mayor Higgins)

ADJOURNMENT: Scott made motion to adjourn; John made 2nd; Meeting ended at 7:51 PM.

The next regular monthly meeting of the Washington Public Library, Board of Trustees, will be held on Monday, January 28, 2019 at 7:00PM.

Respectfully submitted,
Jeanine Gleba
Secretary